

**THE VIRGINIA BOARD FOR
WATERWORKS AND WASTEWATER WORKS OPERATORS AND ONSITE
SEWAGE SYSTEM PROFESSIONALS**

MINUTES

The Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals met on September 23, 2009, at the Department of Professional and Occupational Regulation, 9960 Mayland Drive, Richmond, Virginia, with the following members present:

Charles B. Bott Jr.
Douglas J. Crooks
Frank L. Davis, Jr.
Kornell Davis, Jr.
Wesley Kleene
Eileen M. Leininger
E. Brooke Philpy
Ronald R. Thomas
John Vanderland
Harold W. Walker

Staff present for all or part of the meeting were:

Jay W. DeBoer, Director
Mark N. Courtney, Deputy Director of Licensing and Regulation
David Dick, Executive Director
Justin Garofalo, Board Administrator
Michelle Gowen, Administrative Assistant

Elizabeth Peay was present from the Office of the Attorney General.

Mr. Davis, finding a quorum of the Board present, called the meeting to order at 9:02 a.m.

Call to Order

Mr. Dick informed the Board that Marcia Degen accepted a new position with the Virginia Department of Health and will no longer be on the Board as the DEQ Representative.

Board Member Update

Ms. Leininger moved to approve the agenda. Mr. Bott seconded the motion which was unanimously approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

Approval of Agenda

Mr. Kleene moved to approve the minutes of the following meetings:

Approval of Minutes

June 24, 2009, Board Meeting Minutes;
June 24, 2009, IFF Minutes; and

August 13, 2009, IFF Minutes.

Mr. Philpy seconded the motion which was unanimously approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

There were no comments made to the Board.

In the matter of **File Number 2010-00515, Dennis Childress**, the Board members reviewed the record which consisted of the application file, transcript and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and Recommendation. Mr. Childress was present and addressed the Board. Mr. K. Davis moved to accept the recommendation of the Presiding Officer and approve Mr. Childress' alternative onsite soil evaluator license application. Mr. Philpy seconded the motion which was approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

Public Comment Period

File Number 2010-00515 – Dennis Childress

In the matter of **File Number 2010-00265, Dennis Schuler**, the Board members reviewed the record which consisted of the application file, transcript and exhibits from the Informal Fact-Finding Conference, and the Presiding Officer's Summary and Recommendation. Mr. Schuler was present and addressed the Board with his employer Mr. Boswell. Mr. Walker moved to accept the recommendation of the Presiding Officer and approve Mr. Schuler's Class V Waterworks Operator license application. Ms. Leininger seconded the motion which was approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

File Number 2010-00265 – Dennis Schuler

Mr. Garofalo updated the Board on the status of the Continuing Professional Education audit.

CPE Audit Report

Mr. Garofalo updated the Board on the status of education approval requests that have been received.

Education Update

Mr. Garofalo posed the question to the Board of whether or not a conventional onsite sewage system operator license is required for those individuals that pump and haul sewage off of ships and freight vessels. The Board agreed that ships and freight vessels are not onsite sewage systems and do not require an individual to possess the conventional onsite sewage system operator license.

Other Business

Mr. Kleene nominated Douglas Crooks as Chair of the Board for a term beginning July 1, 2009, and ending June 30, 2010. Mr. Walker

Election of Officers

seconded the motion which was unanimously approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

Ms. Leininger nominated Brooke Philpy as Vice-Chair of the Board for a term beginning July 1, 2009, and ending June 30, 2010. Mr. Crooks seconded the motion which was unanimously approved by members: Bott, Crooks, F. Davis, K. Davis, Kleene, Leininger, Philpy, Thomas, Vanderland and Walker.

The Board members agreed by consensus to adopt the following meeting dates for 2010:

**Review 2010
Meeting Dates**

Wednesday, March 24, 2010 – Board Room 4;
Tuesday, June 8, 2010 – Board Room 4;
Tuesday, September 21, 2010 – Board Room 4; and
Thursday, December 9, 2010 – Board Room 4.

The Board members completed their annual Conflict of Interest Act training.

**Board Member
Training**

Mr. Schroder provided the Board members with an overview of the Compliance and Investigations Division Section of DPOR.

The Board members took a break from 11:35 to 11:45.

Mr. Arthur provided the Board members with an overview of the Administration and Finance Section of DPOR.

Future Board Meeting Dates:

**Future Meeting
Dates**

December 2, 2009
March 24, 2010
June 8, 2010
September 21, 2010
December 9, 2010

The Board members completed their conflict of interest forms and travel vouchers.

**Conflict of
Interest Forms**

The Board adjourned at 12:00 p.m.

Adjournment

Douglas J. Crooks, Chairperson

Jay W. DeBoer, Secretary